



AIAA Aerospace Sciences Meeting
January 2005
Reno, NV

AUTHORING YOUR CAREER CROSSROADS



Career Enhancement Workshop



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ULTIMATE CROSSROADS

FUNERAL NOTICE FOR ROSALIE "LEE" BROWN

DECEMBER 30, 1925 TO JULY 28, 2001

BINGHAMTON PRESS (NY) 7/29/01

I WANT TO GO BACK AND DO IT ALL OVER AGAIN. AND WHEN I COME TO THE FORK IN THE ROAD WHERE I TURNED LEFT, THIS TIME I'LL TURN RIGHT. AND I MIGHT NOT LOSE SIGHT OF ME THIS TIME. BECAUSE I'M BURIED IN WOULD'S AND COULDS AND SHOULD'S, AND THE REAL ME IS INVISIBLE AND DIVISIBLE INTO SO MANY PARTS WHO PLEASE EVERYONE ELSE. BUT WHERE, OH WHERE, IS MY REAL SELF?? SO MANY WRONG TURNS, SO MANY MISTAKES, SO MANY CHANCES THAT I DIDN'T TAKE. SO MANY PLEASURES THAT I NEVER TASTED. SO MUCH TIME THAT I HAVE WASTED. HOW DOES ONE START TO LIVE ANEW? HOW CAN YOU CREATE ANOTHER YOU? SOMEONE WHO KNOWS HOW TO LAUGH AND PLAY. SOMEONE WHO ENJOYS EACH AND EVERY DAY? SOMEONE CARING AND DARING AND FREE? COULD THAT SOMEONE EVER REALLY BE ME??? GOD HAS CHOSEN MY ANSWER. SURVIVED BY: DAUGHTER, KATHLEEN WILLIAMS AND HER SON, ROBERT AND HIS WIFE, DENISE; A SON, DANIEL; A SON, CHRISTOPHER AND HIS WIFE, DONNA AND THEIR THREE CHILDREN, CHRISTINA, NICOLE, AND MICHAEL; AND ALL HER SPECIAL FRIENDS.

IN APPROACHING OUR LIFE AND CAREER

✓ We Will See That:

- One needs direction and purpose***
- One must accept change***
- One must remain curious***
- One must communicate***
- One must remain confident***
- One must be committed***
- One needs to understand him/herself***
- One must pursue success***
- One must become unbridled, go for it***

SUCCESS YARDSTICKS

- ✓ ***Can of Beer and Fishing Pole***
- ✓ ***Hanging-in Until Retirement***
- ✓ ***\$\$\$***
- ✓ ***Oval Office***
- ✓ ***Daily Excitement***

WHAT IS YOURS??

VEHICLES FOR SUCCESS

- ✓ ***Marry Into Money***
- ✓ ***Big Inheritance***
- ✓ ***Lottery Winner***
- ✓ ***Personal Angel***
- ✓ ***Being at the Right Place***
- ✓ ***Being There at the Right Time***

WHATEVER - BUT - BE READY

WHAT EXCITES ME?

- ✓ ***Seeing People I Have Selected to Mentor or Sponsor Excel in Performance and Career Outcomes***
- ✓ ***Taking on and Successfully Accomplishing a Task That “Cannot Be Done”***
- ✓ ***Being on the Leading Edge of New Ventures, New Technology, and New Ideas***
- ✓ ***Working in a Freewheeling Brainstorming Environment***

WHAT EXCITES ME?

- ✓ ***Problem Solving***
- ✓ ***Start-up Projects, Operations and Organizations***
- ✓ ***Successful Investing of Money, Time and People Resources***
- ✓ ***Selecting Team Members, Leading and Implementing Special Projects***
- ✓ ***Strategic Planning***
- ✓ ***Understanding Complicated Processes***

WHAT EXCITES ME?

- ✓ ***Challenge of Design and Readiness Reviews***
- ✓ ***Self-satisfaction in Knowing I've Done My Best for Everyone***

Does What You Do Excite You?

WHAT EXCITES YOU?

ARE YOU??

- ✓ ***An 8-5 Person***
- ✓ ***An Introvert or Extrovert***
- ✓ ***High Energy or Low Energy***
- ✓ ***A Leader or Follower***
- ✓ ***Easily Bored or a Hater of Routine***
- ✓ ***Always "Up" or Easily Dismayed***
- ✓ ***Uninterested or Untested***
- ✓ ***A Risk Taker***

WHAT ARE YOU??

BYPASSES

- ✓ ***Expect "Dead-ends" and "Forks"***
- ✓ ***Be Ready and Have Faith***
- ✓ ***Enhance Communications Skills***
- ✓ ***Gain P. E. License and Certifications***
- ✓ ***Gain Advanced Degrees***
- ✓ ***Develop Sponsors/mentors/advocates***
- ✓ ***Determine and Document Your "Strengths" and "Weaknesses"***

BYPASSES

- ✓ ***Generate “Things I Do Well”, “Things I Like to Do” and “Things I Dislike Doing”***
- ✓ ***Consider “Brain Dominance,” “Myers-Briggs Type Indicator” and/or Other Testing to Understand Yourself***

THINGS I DO WELL

Jerry Lutz

Planning

Providing Customer and Supplier Interface

Problem Solving

Brainstorming

Consensus Building

Preparing and Evaluating Proposals

Revitalizing Inept Organizations

Interviewing and Selecting Personnel

Swinging From Holistic to Detail Thinking

Coordinating Complex Activities

Starting-up Organizations, Strategic Planning, Envisioning

Team Building

Decision Making

THINGS I LIKE TO DO

Jerry Lutz

Contributing to an Organization or Team

Empowering Employees

Brainstorming

Special Task Teaming

Presenting

Interviewing Potential Employees

Problem Solving

Strategic Planning

Coaching, Training and Mentoring

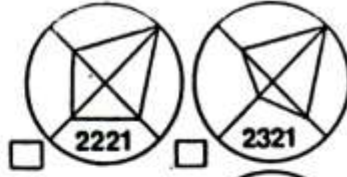
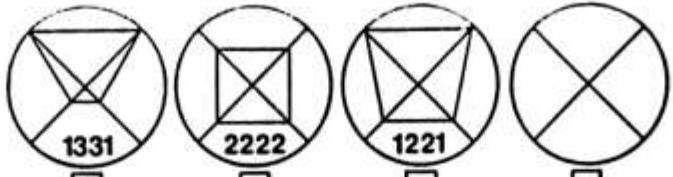
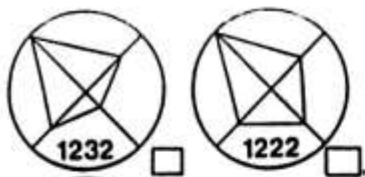
BRAIN DOMINANCE APPLICATIONS

- ✓ ***Communications***
- ✓ ***Team Formation***
- ✓ ***Vocational Counseling***
- ✓ ***Choice of Study or Profession***
- ✓ ***Conflict Management***
- ✓ ***Creative Problem Solving***
- ✓ ***Personnel Counseling***
- ✓ ***Target Group Analysis***
- ✓ ***Analysis of Advertising Effectiveness***

BRAIN DOMINANCE

PERSONAL INTERESTS

- ✓ **Understanding of**
 - **Self**
 - **Differences in people**
 - **Effect of management styles**
 - **Personal learning**
 - **Communication/interaction with associates, bosses, and subordinates**
 - **Relations and team building**
- ✓ **Establishing a Climate for Unleashing Your and Other's Creativity and Innovation**



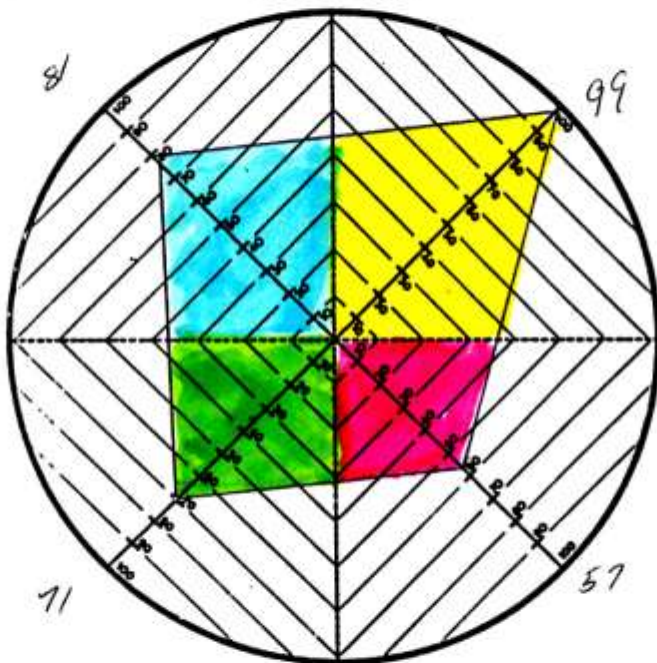
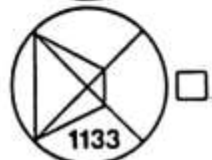
HERRMANN BRAIN DOMINANCE PROFILE

©1981 by Ned Herrmann

CEREBRAL LEFT
 Logical
 Analyzer
 Mathematical
 Technical
 Problem Solver

CEREBRAL

CEREBRAL RIGHT
 Creative
 Synthesizer
 Artistic
 Holistic
 Conceptualizer



LEFT MODE

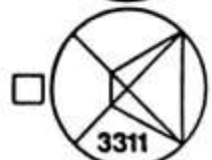
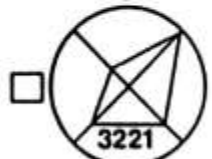
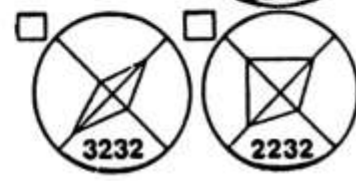
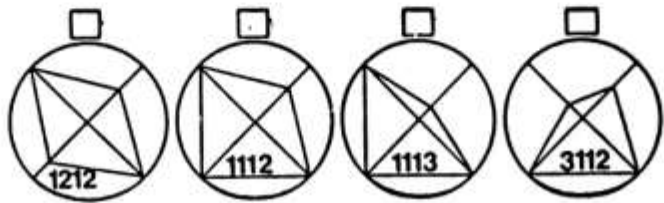
RIGHT MODE

Controlled
 Conservative
 Planner
 Organization
 Administrative
LOWER LEFT

DOMINANCE PROFILE

LIMBIC

Interpersonal
 Emotional
 Musical
 Spiritual
 Talker
LOWER RIGHT



Your profile code is 1-1-2-1:

The person with this profile would have a triple primary with two primaries in the left mode, both cerebral left and lower left and a contrasting primary in cerebral right. The typical descriptors for this profile would be a combination of logical, analytic, rational in the cerebral left and planning, organizing, and administrative preferences in the left. This more conservative, safe-keeping preference would be contrasted with a primary in cerebral right which would be characterized as intuitive, insightful, synthesizing, and conceptual. In contrast to these three primaries, this profile would also be characterized by the secondary in the emotional, interpersonal mode. This person could hold positions requiring a combination of logical and analytic problem solving capabilities along with imaginative, innovative thinking coupled with administrative and managerial responsibilities. This person would typically tend to be more rational than emotional in approaching a problem situation.

Myers-Briggs Type Indicator®

(Form G – Self-Scorable)
Report Form

Your name: _____

JERRY LUTZ

Date: _____

APR 90

Copy your type from the scoring sheet into the spaces below.

MY TYPE CAME OUT:

E	N	T	P
---	---	---	---

These four letters show how your type came out, according to the preferences you expressed when answering the questions. The questions are not important in themselves, but they do indicate basic preferences that have far-reaching effects. There is no right or wrong to these preferences. They simply produce different kinds of people who are interested in different things, are drawn to different fields, and often find it hard to understand each other.

The MBTI™ is primarily concerned with the valuable differences in people that result from where they like to focus their attention, the way they like to take in information, the way they like to decide, and the kind of lifestyle they adopt. People with preferences opposite to yours tend to be opposite to you in many ways. They are likely to be weak where you are strong, and strong where you are weak. Each type has its own set of inherent strengths.

Characteristics Frequently Associated with Each Type

Sensing Types

Intuitive Types

Introverts

Introverts

Extraverts

Extraverts

<p>ISTJ</p> <p>Serious, quiet, earn success by concentration and thoroughness. Practical, orderly, matter-of-fact, logical, realistic, and dependable. See to it that everything is well organized. Take responsibility. Make up their own minds as to what should be accomplished and work toward it steadily, regardless of protests or distractions.</p>	<p>ISFJ</p> <p>Quiet, friendly, responsible, and conscientious. Work devotedly to meet their obligations. Lend stability to any project or group. Thorough, painstaking, accurate. Their interests are usually not technical. Can be patient with necessary details. Loyal, considerate, perceptive, concerned with how other people feel.</p>	<p>INFJ</p> <p>Succeed by perseverance, originality, and desire to do whatever is needed or wanted. Put their best efforts into their work. Quietly forceful, conscientious, concerned for others. Respected for their firm principles. Likely to be honored and followed for their clear convictions as to how best to serve the common good.</p>	<p>INTJ</p> <p>Usually have original minds and great drive for their own ideas and purposes. In fields that appeal to them, they have a fine power to organize a job and carry it through with or without help. Skeptical, critical, independent, determined, sometimes stubborn. Must learn to yield less important points in order to win the most important.</p>
<p>ISTP</p> <p>Cool onlookers—quiet, reserved, observing and analyzing life with detached curiosity and unexpected flashes of original humor. Usually interested in cause and effect, how and why mechanical things work, and in organizing facts using logical principles.</p>	<p>ISFP</p> <p>Retiring, quietly friendly, sensitive, kind, modest about their abilities. Shun disagreements, do not force their opinions or values on others. Usually do not care to lead but are often loyal followers. Often relaxed about getting things done, because they enjoy the present moment and do not want to spoil it by undue haste or exertion.</p>	<p>INFP</p> <p>Full of enthusiasms and loyalties, but seldom talk of these until they know you well. Care about learning, ideas, language, and independent projects of their own. Tend to undertake too much, then somehow get it done. Friendly, but often too absorbed in what they are doing to be sociable. Little concerned with possessions or physical surroundings.</p>	<p>INTP</p> <p>Quiet and reserved. Especially enjoy theoretical or scientific pursuits. Like solving problems with logic and analysis. Usually interested mainly in ideas, with little liking for parties or small talk. Tend to have sharply defined interests. Need careers where some strong interest can be used and useful.</p>
<p>ESTP</p> <p>Good at on-the-spot problem solving. Do not worry, enjoy whatever comes along. Tend to like mechanical things and sports, with friends on the side. Adaptable, tolerant, generally conservative in values. Dislike long explanations. Are best with real things that can be worked, handled, taken apart, or put together.</p>	<p>ESFP</p> <p>Outgoing, easygoing, accepting, friendly, enjoy everything and make things more fun for others by their enjoyment. Like sports and making things happen. Know what's going on and join in eagerly. Find remembering facts easier than mastering theories. Are best in situations that need sound common sense and practical ability with people as well as with things.</p>	<p>ENFP</p> <p>Warmly enthusiastic, high-spirited, ingenious, imaginative. Able to do almost anything that interests them. Quick with a solution for any difficulty and ready to help anyone with a problem. Often rely on their ability to improvise instead of preparing in advance. Can usually find compelling reasons for whatever they want.</p>	<p>ENTP</p> <p>Quick, ingenious, good at many things. Stimulating company, alert and outspoken. May argue for fun on either side of a question. Resourceful in solving new and challenging problems, but may neglect routine assignments. Apt to turn to one new interest after another. Skillful in finding logical reasons for what they want.</p>
<p>ESTJ</p> <p>Practical, realistic, matter-of-fact, with a natural head for business or mechanics. Not interested in subjects they see no use for, but can apply themselves when necessary. Like to organize and run activities. May make good administrators, especially if they remember to consider others' feelings and points of view.</p>	<p>ESFJ</p> <p>Warm-hearted, talkative, popular, conscientious, born cooperators, active committee members. Need harmony and may be good at creating it. Always doing something nice for someone. Work best with encouragement and praise. Main interest is in things that directly and visibly affect people's lives.</p>	<p>ENFJ</p> <p>Responsive and responsible. Generally feel real concern for what others think or want, and try to handle things with due regard for the other person's feelings. Can present a proposal or lead a group discussion with ease and tact. Sociable, popular, sympathetic. Responsive to praise and criticism.</p>	<p>ENTJ</p> <p>Hearty, frank, decisive, leaders in activities. Usually good in anything that requires reasoning and intelligent talk, such as public speaking. Are usually well informed and enjoy adding to their fund of knowledge. May sometimes appear more positive and confident than their experience in an area warrants.</p>

BYPASSES

- ✓ ***Develop an On-going Holistic Self-satisfaction Analysis***
 - ***Satisfiers***
 - ***Constraints***
 - ***Needs analysis***
- ✓ ***Establish 2,5 & 10 Year Goals, Action Plans and Schedule***
- ✓ ***Cross Train/gain Understanding of Business Within Company***
- ✓ ***Publish***

BYPASSES

- ✓ ***Take All Speaking Opportunities***
- ✓ ***Always "Walk in Tall Cotton"***
- ✓ ***Become Active, Establish Yourself and Grow in Organizations at Local and National Levels***

LEADERSHIP

- ✓ ***Volunteer for New Assignments***
- ✓ ***Understand Your Personal and Each Subordinate's Strengths and Weaknesses***
- ✓ ***Hire and Nurture in Areas of Your Personal Weaknesses***
- ✓ ***Be Part of Your Own Organization***
- ✓ ***Be a Coach and Motivator, Not a Pusher***
- ✓ ***Learn All Internal Disciplines' Roles, Functions and Accountabilities - Business, Technical and Operations***

LEADERSHIP

- ✓ ***Understand the Management Systems, Policies and Goals***
- ✓ ***Understand and Convey Company Culture***
- ✓ ***Schedule and Hold Staff Meetings***
 - ***Very important***
- ✓ ***Fully Understand and Utilize "Improvement Processes"***
- ✓ ***Gain a Business Background***
 - ***Must understand the language***

LEADERSHIP

- ✓ ***Attempt to Maintain Technical Edge***
- ✓ ***Accountability, Not Responsibility***
- ✓ ***Be Ready to Take Criticism – Up and Down***
- ✓ ***Be Mentally Tough – Refuse to Be Intimidated***
- ✓ ***Explicitly Define and Communicate Your Expectations***

YOUR LEADER'S EXPECTATIONS

- ✓ ***Loyalty and Truthfulness***
- ✓ ***Openness and Protection***
- ✓ ***If in Trouble, Tell Them, So They Will Not Be Broad-sided***
- ✓ ***Be Involved and Interested in All Facets of Business***
- ✓ ***Be a Friend, Not Just a Subordinate***
- ✓ ***Show Willingness to Tackle the “Can’t Be Done”***

AS A PERSON

- ✓ ***Be Ethical in All Relations***
- ✓ ***Be Honest***
- ✓ ***Be Trustworthy***
- ✓ ***Have High Integrity***
- ✓ ***Be Accountable***
- ✓ ***Be Mentally Tough***
- ✓ ***Be Lean, Hungry, Quick, Dedicated to Excellence, Oriented Toward Inventive Action – Not Meaner Than a Junk Yard Dog, but Smarter Than a Barnyard Cat***

SECRETS OF SUCCESS

- ✓ ***How You Think Is Everything***
- ✓ ***Decide - True Dreams and Goals***
- ✓ ***Take Action***
- ✓ ***Never Stop Learning***
- ✓ ***Be Persistent and Work Hard***
- ✓ ***Learn to Analyze Details***
- ✓ ***Focus - Time and Money***
- ✓ ***Don't Be Afraid to Innovate; Be Different***
- ✓ ***Deal With People Effectively and Communicate***
- ✓ ***Be Honest, Dependable and Take Accountability***